

Barron County Zoning Office

Procedures for Review and Issuance of Land Use Permits

A Land Use Permit (LUP) is required before any building or structure is erected, moved or structurally altered so as to increase its floor area.

A LUP Application shall be submitted, by mail or in person, to the Zoning Office. The application must be complete and signed by the **property owner** with the required fee attached.

Zoning Office staff will review the LUP Application and make a determination within 2-5 business days that the application is complete and the proposed use is allowed. If the application is incomplete it will be returned to the property owner or contractor for the required information and a new review period will begin with the re-submittal of the application. Zoning Office staff will not make changes or additions to the application. **The LUP application must have an original signature of the property owner for the permit to be issued. Photocopies or faxed signatures will not be accepted.**

Zoning Office staff may require an onsite visit to the property prior to approving the application to verify, or obtain, information. The area of the project must be staked-out prior to an onsite visit.

The Land Use Permit will be issued for the proposed use upon approval of the LUP Application. The Land Use Permit, and permit card, will be mailed to the property owner or agent. The property owner or agent may make arrangements to pick-up the permit and card at the Zoning Office. The permit card **must be posted** at the property at the time the project begins.

The Zoning Office requires an inspection of the footing location for dwellings and accessory structures. The inspection shall be performed at the time the forms are set to verify compliance with required setbacks. It is the responsibility of the property owner, or agent, to request an inspection time.

NOTE: The footing location inspection conducted by the Zoning Office does not fulfill the requirements of the UDC inspector and it is the responsibility of the property owner to contact the UDC Inspector for any required UDC inspections.

BARRON COUNTY LAND USE PERMIT APPLICATION – RECREATIONAL VEHICLE

This is a two page document. Be sure to complete both pages.

Barron County Zoning Office
330 E. LaSalle Ave. Rm. 2104, Barron, WI 54812
715-537-6375, Mon. – Fri. 8:00 am – 4:30 pm

Submit completed application to the Barron County Zoning Office to obtain permit. Please Print – Use Ink
Please allow 2-5 business days for review. You will be notified if additional information is required.
If approved, permit will be mailed to property owner.

Property Owner _____ Mailing Address _____
Phone _____ City _____ State _____ Zip _____
Home: _____ Work _____ Cell _____

SITE INFORMATION

| | | | | |
|------------------------|----------------|--|--------------------------|--|
| Property Address _____ | Lot Size _____ | <input type="checkbox"/> SQ. FT. <input type="checkbox"/> Acres | Name of Lake/River _____ | Lake Classification <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 |
|------------------------|----------------|--|--------------------------|--|

LEGAL DESCRIPTION OF PROPERTY (See Tax Statement)

Parcel ID # _____ Township _____ Part of the _____ ¼ _____ ¼,
Section _____ T _____ N, R _____ W Lot _____ Block _____ Subdivision or CSM # _____

ADDITIONAL INFORMATION

Type of Road your driveway is off of: ☐ Private ☐ Town ☐ County ☐ State or US Hwy

A PLOT PLAN MUST BE PROVIDED (SEE BACK SIDE.)

The following is a portion of Section 17.36(3)(c) of the Barron County Land Use Ordinance pertaining to recreational vehicles. Please be advised that other sections of the Ordinance affect the location of your recreational vehicle and other uses on your property.

3. Recreational vehicles which are established in this district and which are not located in approved campgrounds, may be placed only on parcels which satisfy all lot size, setback, and sanitary standards applicable to residential structures. Recreational vehicles so established may not exceed a size of 8 feet x 40 feet. The connection to a POWTS is not required.

a. Allowable number of recreation vehicles.

1. Parcels with a principle structure.

a. One (1) recreational vehicle may be stored within the yard area.

b. One (1) visiting recreational vehicle may be located in the driveway area that provides the main access to the principle structure.

c. Use of a camping transfer container is prohibited.

2. Parcels without a principle structure.

a. One (1) recreation vehicle shall be allowed per parcel.

b. One (1) additional recreational vehicle may be allowed if the following criteria can be met:

i. The parcel must contain a minimum 20,000 square feet.

ii. A minimum separation of 15 feet between recreational vehicles shall be maintained.

c. The location of the recreational vehicle(s) requires the issuance of a Barron County Land Use Permit.

d. The recreational vehicle(s) shall be parked on a concrete, bituminous or Class 5 compacted gravel pad. The construction of such pad shall comply with Section 17.41(8).

I understand that I am responsible for complying with State and Federal laws concerning construction near or on wetlands, lakes, and streams. Wetlands not associated with open water can be difficult to identify. Failure to comply may result in removal or modification of construction that violates the law and/or other penalties or costs. For more information, either contact the Department of Natural Resources Center or visit the Department of Natural Resources Wetlands Identification web page at www.dnr.wi.gov/wetlands/locating.html.

In the event this application is approved by the Zoning Office, I agree:

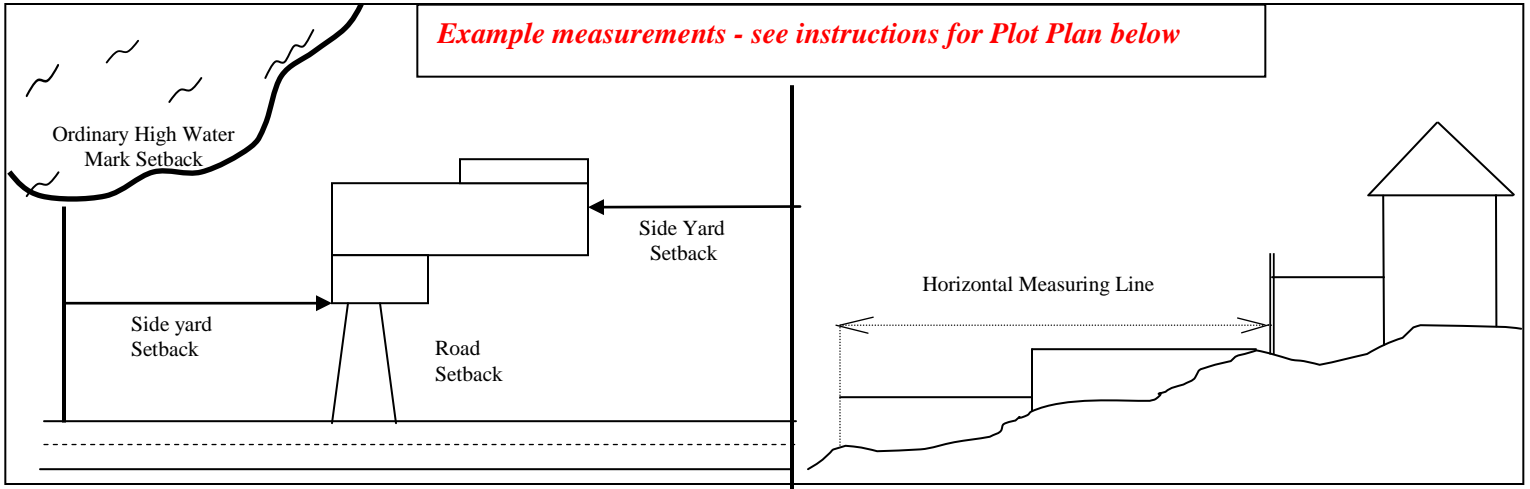
- That my signature is not required on the Barron County Land Use Permit,
- That no work shall commence until I have received the issued land use permit,
- That all work shall be done in accordance with the requirements of the Barron County Land Use Permit, the Barron County Land Use Ordinance, all other applicable County Ordinances and the laws and regulations of the State of Wisconsin,
- That county officials charged with administering county ordinances or other authorized person shall be permitted access to the above described property at any reasonable time for the purpose of inspection,
- That it is my responsibility to contact the Uniform Dwelling Code (UDC) Inspector regarding the issuance of a **Building Permit**.

I the undersigned do hereby apply for a **Land Use Permit** and acknowledge that this application and all accompanying documents are correct and complete to the best of my knowledge and that I understand the above conditions.

Signature of property owner _____ Date: ____/____/____

DATE RECEIVED:

Example measurements - see instructions for Plot Plan below



Plot Plan Instructions: Use the area provided below to show the following items:

1. The location and size of all **proposed and existing** buildings
2. The location of any lake, flowage, stream or river that either abuts or is near your property
3. The location and name of all roads
4. The location of any Easements (road, utility or other)
5. The location of any proposed or existing well(s)
6. Location of Privately Owned Wastewater Treatment System (POWTS). A POWTS includes a septic tank, holding tank, mound system or drainfield
7. Show distances in feet from:
 - a) Buildings to lot lines
 - b) Buildings to center of roads and/or edge of easements
 - c) Buildings to ordinary highwater mark of any lake, river, stream or wetland if applicable.
8. Show vegetation protection area and proposed viewing corridor on lake lots. *The vegetation protection area is the first 50-100 feet from the OHWM of the lake based on the lake classification and there are limits to the cutting of trees and shrubs in this area. A viewing corridor is allowed within the vegetation protection area, however, it can not be more than 30% of the width of the lot, not to exceed 30 feet in width, set back 20 feet from the lot line and is more or less perpendicular to the shore. No more than 50% of the trees can be removed within the viewing corridor. See Section 17.41(9)(a)1. and Section 17.41(11)(a) of the Barron County Land Use Ordinance for more information. Contact the Zoning Office prior to landscaping, tree or shrub cutting in the vegetation protection area.*

All measurements are from the furthest extension of the structure (eaves, overhangs, etc are part of the structure) to the nearest point of a setback

When measuring setback distance on a sloping building site, the measurement must be done on a HORIZONTAL (flat) MEASURING LINE. The horizontal measuring line is created by holding the measuring tape level AND NOT MEASURING ALONG THE SLOPE. Depending on the amount of slope, several short measurements may have to be made.

